

# Defense Economic Adjustment Assistance Grant

## Directions

Any other questions regarding the application or process should be directed to the TMPC office at (512) 475-1475 or [julie.kopycinski@governor.state.tx.us](mailto:julie.kopycinski@governor.state.tx.us).

Applications must be submitted to the TMPC by an eligible governmental entity. The entity must be an eligible local municipality, county government, a defense base redevelopment authority, regional planning commission, public junior college district or a campus extension center of the Texas State Technical College System as determined by Chapter 486, Texas Government Code and 1 T.A.C. 4.30-4.40. Each grant application should be accompanied by a cover letter signed by the applicant's governing body senior elected official (i.e., county judge, mayor) or regional planning commission board president. Please submit an electronic version of the application as well as five hard copies.

### Project Summary

1. Name of Grant Applicant:

Identify the governmental entity eligible for the grant.

2. Short Title of Project or Purpose of the Grant:

Name the project or purpose of the grant (e.g., Construct Sewer Interceptor, Renovate Hangar)

3. Applicant Contact:

Provide applicant's point of contact that is best able to address detailed questions regarding the grant application.

4. General Description of the Project to be Funded:

Include basic details sufficient to conclude that the project would be eligible under the statute and rules governing the program (e.g., modification of a flight line hangar to accomplish aircraft maintenance and repair.) Include major project elements to be accomplished. (e.g., hangar door assembly and wall modified to accommodate tail structure for 737s and MD-80 type aircraft, fire suppression system control panel and sensor systems replaced etc.)

5. Funding Source:

Divide each funding source type by the total dollar amount of the project to determine the percentage share from each source.

6. Projected Numbers:

Direct jobs are permanent jobs that are a direct result of the project (e.g., as a result of renovation of a maintenance facility, 150 new jobs are created.) Indirect jobs are permanent jobs that are created as an indirect result of the project (e.g., a new roadway is constructed in an industrial area and several firms increase production and employment because of the increased access to their plants.) In addition, for the purpose of this application, indirect jobs are also considered jobs created as a

consequence of the introduction of new workers and new business into the area (e.g., as a result of the new jobs in the area, more store clerks are required at the local grocery store).

Projected amount of direct wages for a 5 year period - This is the total payroll that is expected from jobs to be created as a result of the project.

Annual financial impact on the local economy - This is the total of payroll, plus the increased amount of taxes that are paid to the local community as a result of the increased employment in the area.

7. Detailed Summary of the Project: - This summary should provide specific indepth details as to how the project will be constructed, rehabbed or renovated. Dimensions, materials, construction techniques should be included. In the event of a non-construction project, details regarding the process of purchasing property, insurance, or capital equipment and its usage should be included. Describe how the project addresses or mitigates the local and regional economic impacts of the defense facility downsizing or closure and the role the project has in accomplishing the communities reuse plan for the facility. In the case of a positively impacted community, describe how the project will help alleviate some of the impact of increased population in regards to schools, transportation, housing, etc...

## **Eligibility Certification**

### Basis of Eligibility:

Refer to 1 TAC 4.32 to determine eligibility categories.

### Summary of Events:

Provide chronology of events that caused the loss of defense worker jobs, the date each event began and ended or that is projected to start and end, the number of defense worker jobs lost during each event described and the percentage of the total community jobs lost as a result of direct defense worker job loss. (e.g., Base closure announcement made October 1995, Projected completion date September 1997, 2,493 defense worker jobs lost representing 2.3 percent of total number of jobs in county as of June 1997)

In the event of a positively impacted community, provide chronology of events that caused the increase of defense worker jobs, the date each event began and ended or that is projected to start and end, the number of defense worker jobs gained during each event described and the percentage of the total community jobs gained as a result of direct defense worker job gain.

*Documentation to allow the Commission to establish applicant eligibility is required.* Statistics from Department of Defense (DoD) manpower or personnel records, socioeconomic impact studies performed by the DoD and Environmental Impact Statements, United States Census Bureau, Department of Labor, or Texas Workforce Commission reports or statistics may be considered as possible acceptable source documents.

## **Impact Statement**

### Area Employment Impact

Data is available from the Texas Workforce Commission Labor Market Information Division at <http://www.twc.state.tx.us/customers/rpm/rpmsub3.html>.

### Area Economic Impact

Use the data available on the Bureau of Economic Analysis (BEA) Website at <http://www.bea.gov/>. In addition, attach “BEARFACTS” for the county impacted. To obtain the requested data, bring up the BEA page titled BEA’s Regional Fact Sheets (BEARFACTS) and go to Metropolitan statistical areas to look up per capita income for the appropriate MSA. To obtain county per capita income, select the most recent three year period available, click Texas and the appropriate county. Print a copy of the county BEARFACTS sheet and attach to the application.

### Analyze the Loss/Gain:

Provide a brief assessment of the economic loss or gain to the area that has occurred or is projected to occur as a result of the events described in the eligibility statement. Discussion may include specific impacts to small businesses, housing market, transportation and specific sectors of the local economy. Cite background material found in Environmental Impact Statements or Socioeconomic Studies to substantiate assessment of future impacts by comparing “no action alternative” to the actions supported by the grant application..

### Summary of Other Significant Economic Impacts

Provide a brief overview of any other events in the local community or other external factors that have contributed to the loss or gain of jobs or contributed to a decrease or increase in the output of the local economy.

## **Project Description**

### Federal Match Grant:

Attach a copy of the completed Application for Federal Assistance (Standard Form 424) or a copy of other federal assistance applications. A federal award letter must be provided before the release of State grant funds.

### DoD Property Purchase:

For real property: Attach a building inventory with a general description and/or use of buildings or facilities to be purchased. Attach a map showing general location of the real property and a copy of conveyance documents (if appropriate) or a summary of negotiations to include purchase price, terms and conditions.

For personal property or equipment: Include an inventory of personal equipment to be purchased along with the estimated purchase price of each item or major group of items.

### Purchase of Capital Equipment:

Describe the capital equipment to be purchased and the its future use.

Purchase of Insurance:

Describe the insurance to be purchased including type, coverage limits and term.

New Construction, Rehabilitation or Renovation of Facilities or Infrastructure Describe the facility or infrastructure to be constructed or the current state of the facilities or infrastructure to be replaced, rehabilitated or renovated. Describe the changes necessary to make the facility or infrastructure serviceable for the intended purpose. Outline the purpose of the structure or infrastructure that requires construction, repair or renovation. Define the role of the project in the base reuse plan (if applicable). Enclose annotated maps with a clear depiction of the project site.

**Project Expenses Estimate**

Provide a summary breakdown of the estimated project costs. Include all costs associated with the project. If administrative expenses are used to pay for wages or salaries for the applicant or project manager employees, note the purpose of the position funded, percentage of time spent on project administration and the annual wage or salary of each employee.

**Project Funding Sources**

Funding Type:

Provide information on the agency providing the funding and type of funds

Specific Source Name:

Identify the agency, department or institution providing the funding

Amount of Funding By Fiscal Year:

Enter the amount of funding required by fiscal year to support the project

Efforts to Acquire Federal Assistance:

Summarize applicant efforts to gain assistance from federal agencies and departments for funding of this project (if any). Include date of application, result of the process, and reason for disapproval of any application related to this project.

Efforts to Attract Other Financial Partners:

In cases where the applicant and the DEAAG are the only source of project funding, summarize the efforts made by the applicant to secure funding from other sources private or public sources.

Request for Exceptional Funding:

The Executive Director of the Texas Military Preparedness Commission may authorize additional DEAAG funding in situations where limited community budget or available resources are not available to fund a project. If DEAAG funding is required to finance greater than 50 percent of the project, provide appropriate justification to provide increased funding. Such justification should include specific information on the lack of community resources available to undertake this project. In addition, attach a business plan to support the viability of the proposed project.

Summary of Efforts to Use Local, State and Federal Resources for Economic Development:  
Summarize community efforts to use its existing resources to promote overall local economic development to include efforts to adopt an economic development sales tax, establishment and financing of a local industrial development corporation, and use of state and federal programs.

Summary of Efforts to Promote Private Investment and Create or Retain Jobs:

Summarize community efforts to finance capital improvement projects and equipment in partnership with private sector, local community funding of operations and maintenance for closed or realigning defense facilities, availability of tax incentives and/or the establishment of defense readjustment or enterprise zones.

### **Project Milestones and Performance Measures**

Significant Milestones that must be completed and the proposed dates:

Include proposed dates such as architectural and engineering approval, start construction, construction completion/occupancy dates.

Three objective measures that could be used to determine the success of the project:

Measures can be related to job creation, timely reuse of facilities, etc.

### **Certification**

Signature Page

The local governing body representative with signature authority for the governing body along with the grant author/contact person and the project contact person/administrator will attest that the information contained in the application is true and correct.